



## KNIGHTDALE PUBLIC SAFETY COMMITTEE MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

**September 21, 2016**

The Knightdale Public Safety Committee met at 6:00 p.m. in the Council Chamber Room of Town Hall.

PRESENT: Councilor Randy Young, Councilor Mark Swan

ABSENT: No one.

Staff Members Present: Lawrence Capps, Police Chief; Tim Guffey, Fire Chief.

Meeting called to order by Councilor Swan at 6:02 p.m.

ITEM I. APPROVAL OF MINUTES

**...Motion by Councilor Young to approve the minutes from the July 20, 2016 meeting. Motion seconded by Councilor Swan and carried unanimously.**

ITEM II. OLD BUSINESS  
None at this time.

ITEM III. NEW BUSINESS

A. Police Department

1. Update on Police Hiring Process

Chief Capps reported that the agency received nearly 50 applications for the vacant police officer position. Candidates were recently tested and three applicants were invited to attend an oral interview panel on September 24<sup>th</sup>. Following the oral interview process, the agency would initiate background investigations. The department hopes to have the officer hired by the end of October.

2. Preliminary Presentation of Police Department CIP

Chief Capps informed the committee that administrative staff were currently preparing information needed to propose the construction of a new police facility as part of Town's Capital Improvement Plan. The chief explained that the project was in its infancy, and that efforts to build a new law enforcement center would likely not be realized for several fiscal years. Chief Capps noted that such a project would likely span course of three years, with land acquisition, survey and design, and building construction being the important components of the project. Police administrators will be presenting the CIP to the Town's Finance and P&E committees in early November.

B. Fire Department

1. Fire Prevention and Safety Month

Chief Guffey reminded the committee that October was Fire Prevention and Safety month. As such, the Fire Department will be involved in a number of community outreach and education events to bolster the public's knowledge of mitigate fire risks. Events scheduled for the month of October include; Public Safety Day, Citizens Fire Academy, visits to area schools, fire demonstrations, and the dissemination of various public service announcements.

2. Update on Firefighter Hiring Process

Chief Guffey announced that the firefighter positions had been posted. Their posting was delayed slightly due to the need to revise the selection and hiring process. The current process will now be delivered in four stages, with a focus on gauging applicants' cognitive aptitude, physical abilities and specific job knowledge. The process will culminate with an oral interview panel. This will also be the Town's first application process utilizing the new NeoGov software program.

3. Preliminary Presentation of Fire Department CIP

Chief Guffey informed the committee that his staff was currently preparing the information needed to proceed with capital purchases and projects as part of Town's Capital Improvement Plan. Fire Department projects and purchases over the next several fiscal years are likely to include; the construction of second fire station on Hodge Road, the purchase of new fire engine, and the future acquisition of new ladder truck. Chief Guffey will be presenting his CIP to the Town's Finance and P&E committees in mid-November.

ITEM IV. ADJOURNMENT

**...Motion was made by Councilor Young to adjourn at 6:52 p.m. Motion seconded by Councilor Swan and carried unanimously.**



Councilor Mark Swan, Public Safety Committee Co-Chairman.



Clerk for Public Safety Committee